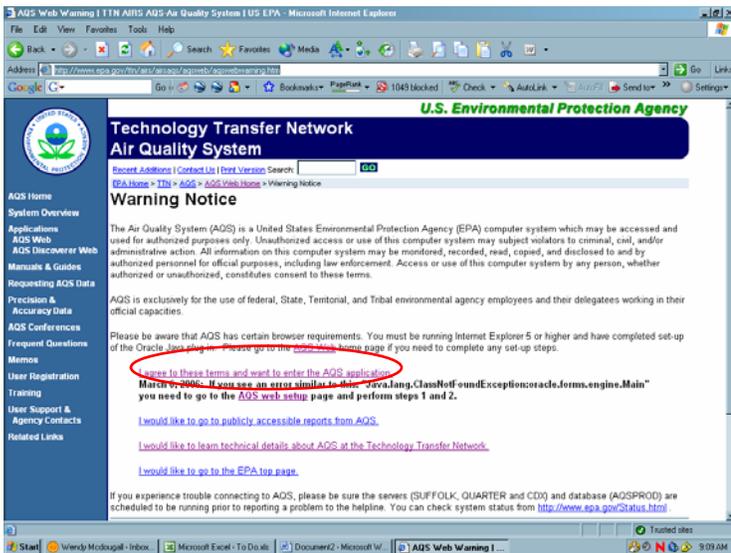


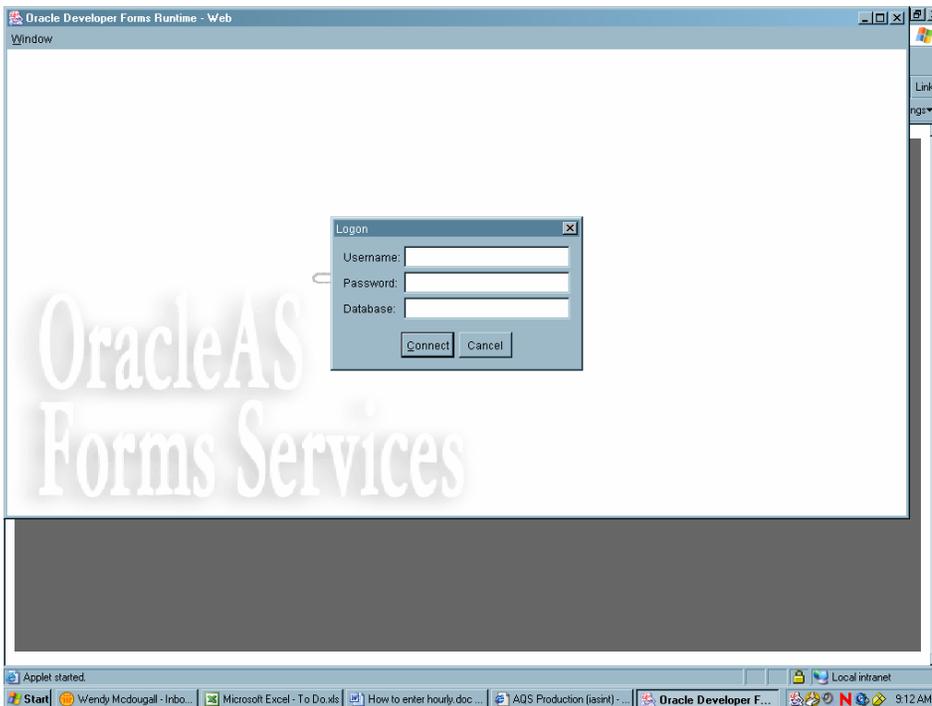
How to enter hourly (batch) data in AQS

Log onto AQS.

<http://www.epa.gov/ttn/airs/airsaqs/aqsweb/aqswebwarning.htm>

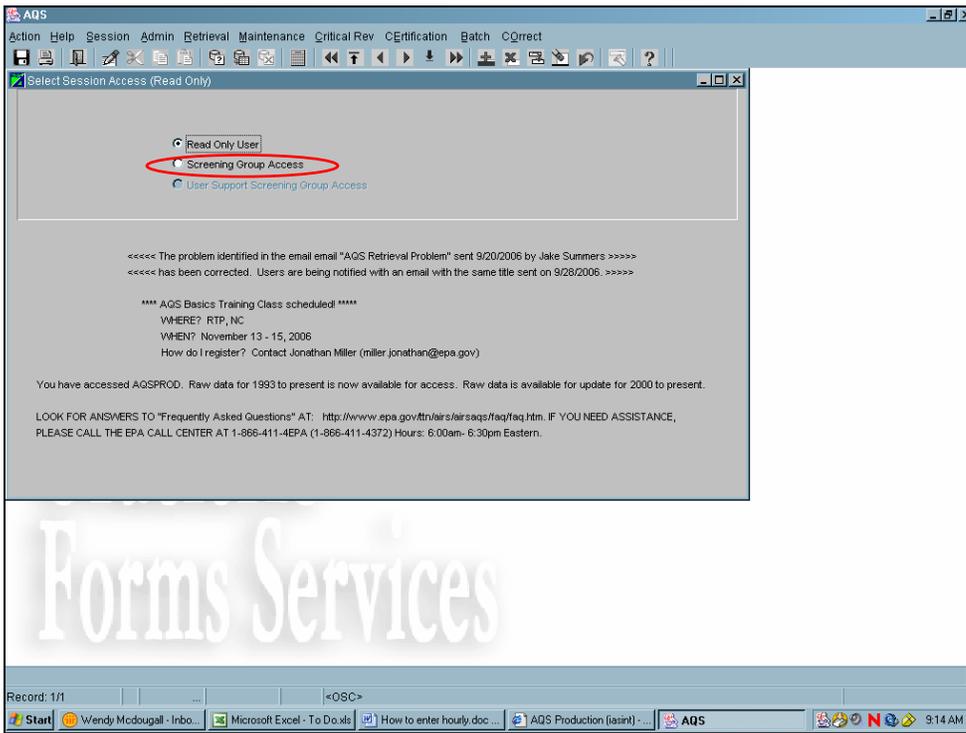


It will say "Loading Java Aplet" Then you will get this screen

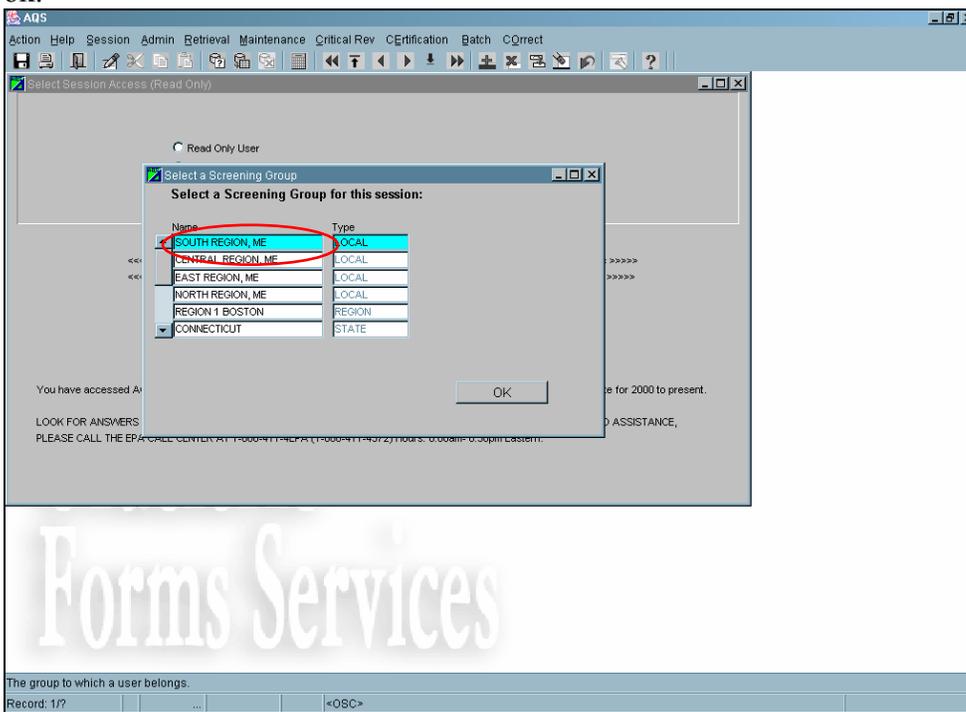


Enter 3 digit username, password, and Database is aqspod

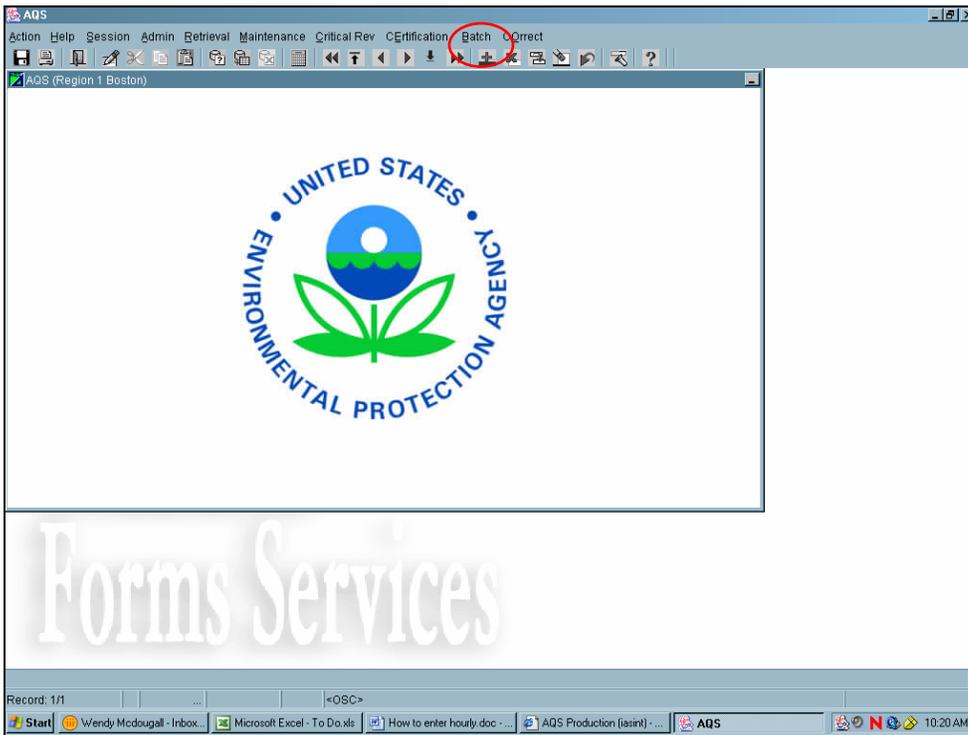
Hit Connect. Click on Screening Group Access. This will move the black dot to Screening Group Access.



The following screen will pop up with your choices of screening files. You will not have so many choices, probably just your own screening file. Highlight your choice by arrowing down to it or clicking on it and hit ok.

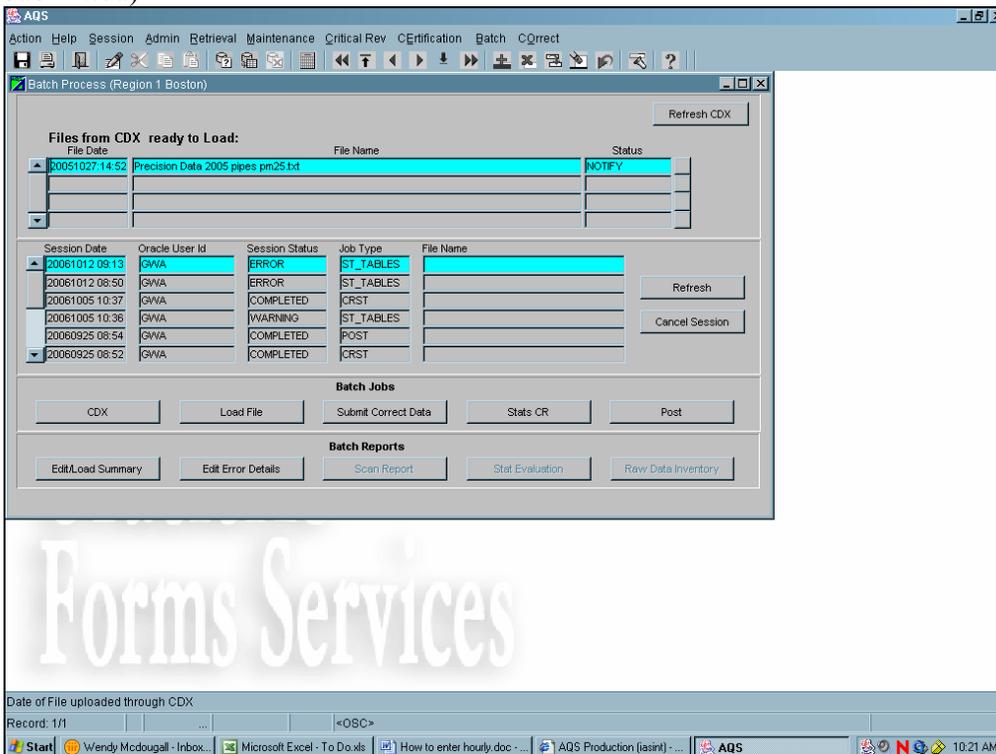


It will look like this:

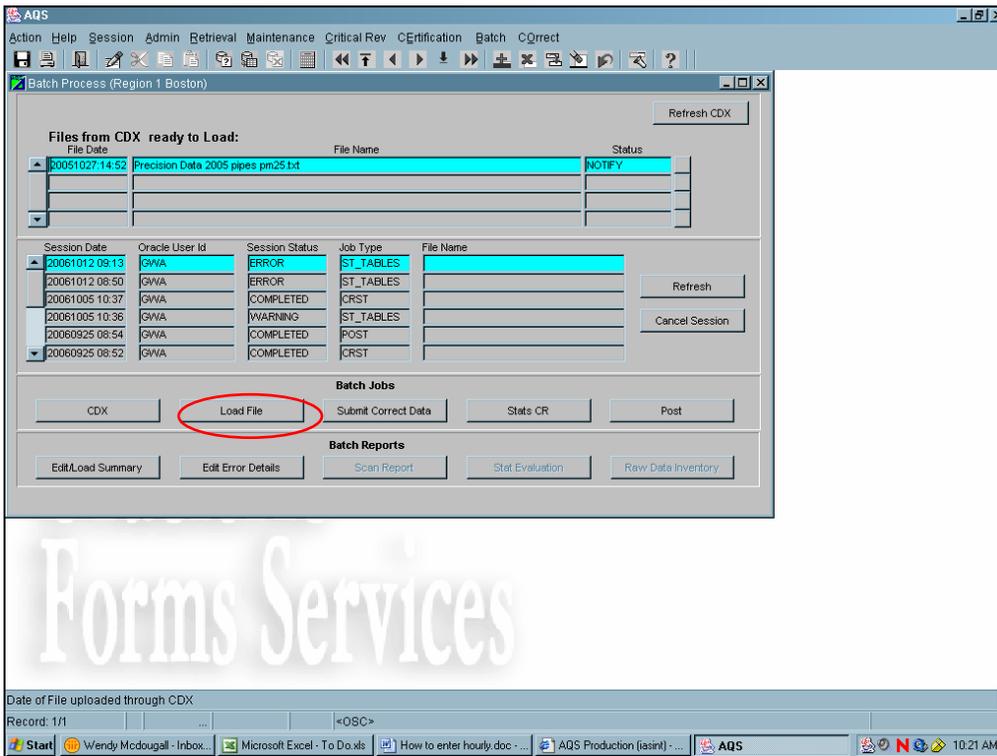


Click on Batch with your mouse.

It will look like this: (only you will not have all the fields filled in, they are from previous jobs that I have submitted)

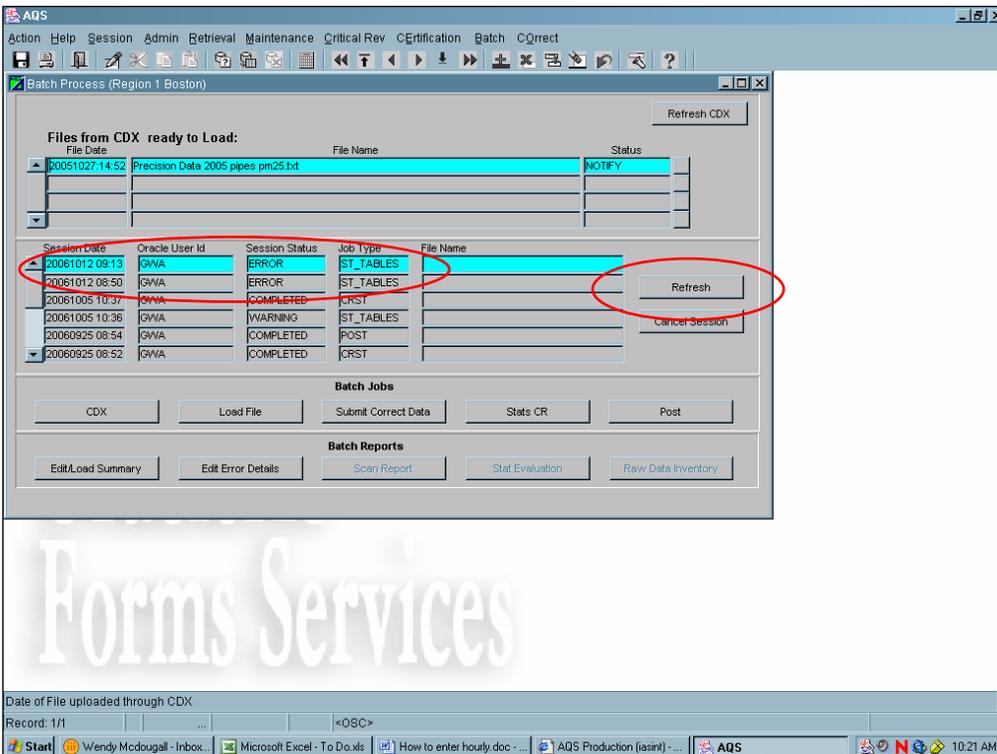


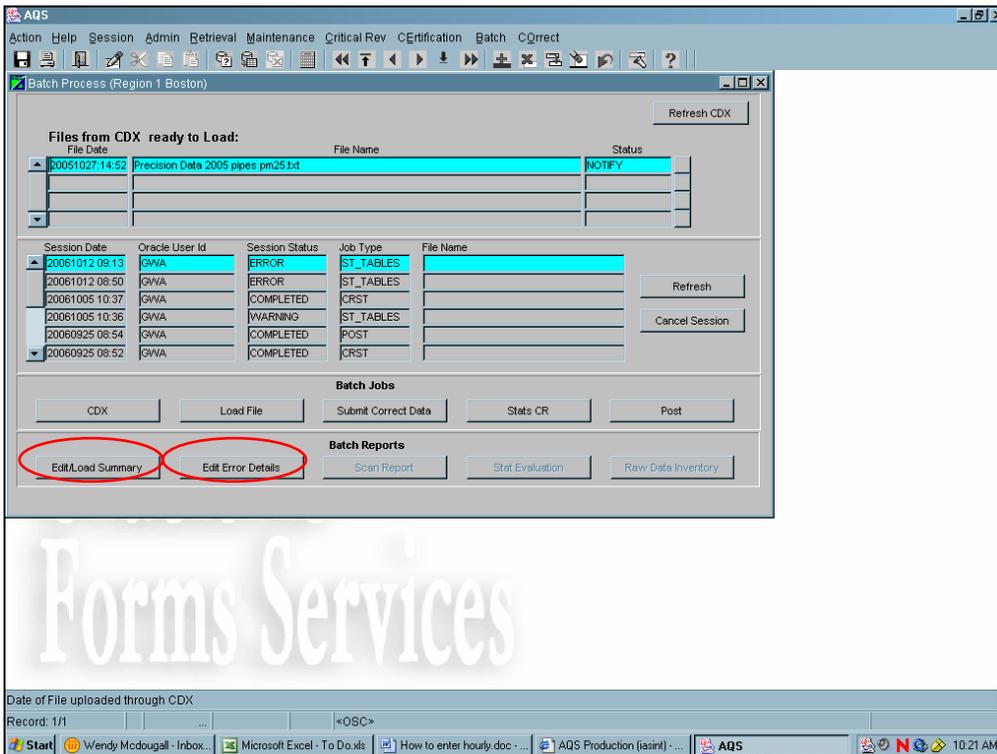
You should have already uploaded a file through CDX in the previous module. (How to upload data from your PC through CDX to AQS)



Click Load File, it should appear in the middle section.

Click Refresh periodically until session status says either completed or error.

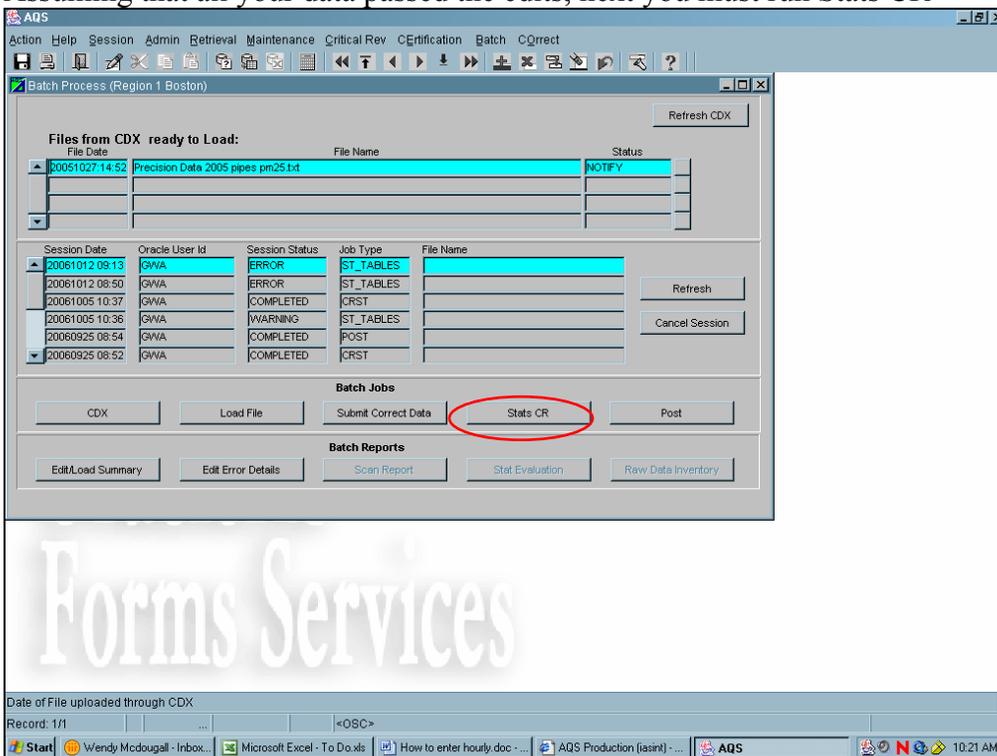




Click on Edit/Load Summary, this will open up a retrieval indicating how many of your data point passed the edit. If some of the data did not pass edit, click on the edit error details.

If your data did not load or pass edits, it will need to be fixed. This would probably be the time to call the Help Desk at 1-866-411-4372.

Assuming that all your data passed the edits, next you must run Stats CR



Run Stats CR, check status

The screenshot shows the AQS Batch Process (Region 1 Boston) interface. The 'Batch Reports' section is highlighted with a red circle, containing buttons for 'Scan Report' and 'Stat Evaluation'. The 'Batch Jobs' section contains buttons for 'CDX', 'Load File', 'Submit Correct Data', 'Stats CR', and 'Post'. The 'Files from CDX ready to Load' table is empty. The 'Session Date' table shows the following data:

Session Date	Oracle User Id	Session Status	Job Type	File Name
20070123 14:19	GWA	COMPLETED	CRST	
20070123 14:18	GWA	COMPLETED	ST_TABLES	
20070123 14:15	GWA	ERROR	ST_TABLES	
20070123 13:51	GWA	COMPLETED	POST	
20070123 13:49	GWA	COMPLETED	CRST	
20070123 13:46	GWA	ERROR	ST_TABLES	

The Scan Report will tell you if any of the new data you are putting in is higher than any that is already in. For the first time you put in data, all your data will be the new maximums.

Stat Evaluation report will tell you if any of your data failed the standard statistical tests. (Gap test, Shewhart test, etc..)

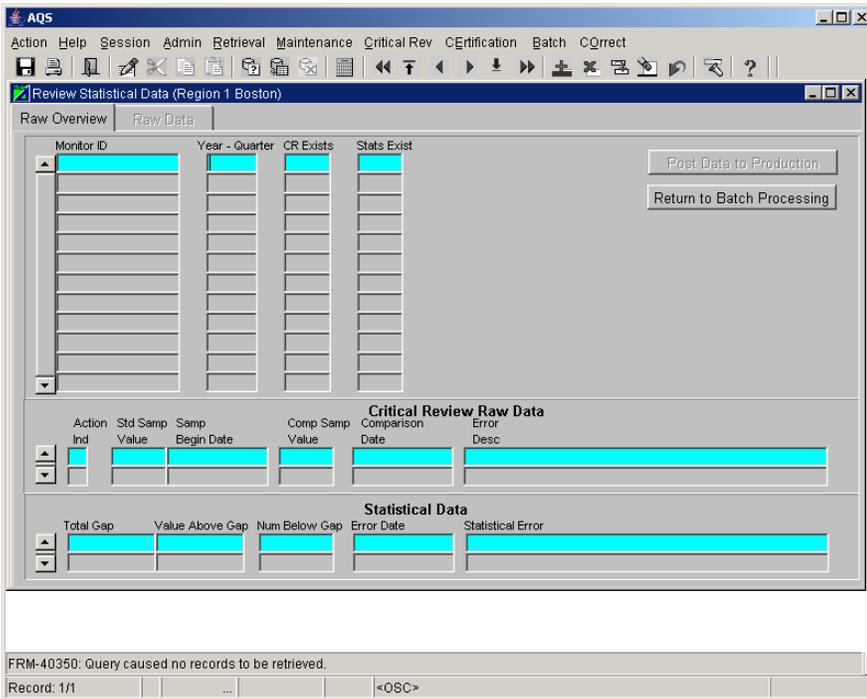
If these look o.k. you can go on to Post. If the data fails any of the statistical tests, you should evaluate it before you put it in.

The screenshot shows the AQS Batch Process (Region 1 Boston) interface. The 'Post' button in the 'Batch Jobs' section is highlighted with a red circle. The 'Batch Reports' section contains buttons for 'Edit Load Summary', 'Edit Error Details', 'Scan Report', 'Stat Evaluation', and 'Raw Data Inventory'. The 'Files from CDX ready to Load' table is empty. The 'Session Date' table shows the following data:

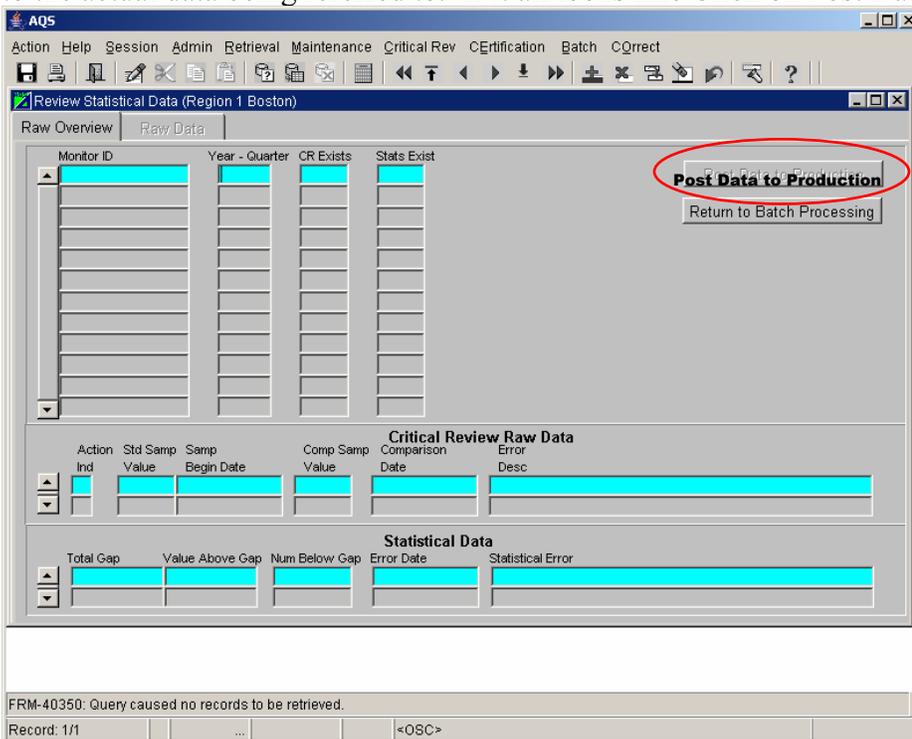
Session Date	Oracle User Id	Session Status	Job Type	File Name
20070123 14:19	GWA	COMPLETED	CRST	
20070123 14:18	GWA	COMPLETED	ST_TABLES	
20070123 14:15	GWA	ERROR	ST_TABLES	
20070123 13:51	GWA	COMPLETED	POST	
20070123 13:49	GWA	COMPLETED	CRST	
20070123 13:46	GWA	ERROR	ST_TABLES	

Post will look like this:

Although the highlighted fields will be filled in with your data. There is a line for each monitor and Quarter. So data for February (1Q) will have a separate line from data for April (2Q).



The bottom half of the screen will tell you if there is any questions about the data from that monitor for that quarter. You can arrow up and down to check the different monitors. Clicking the Raw Data tab will bring you to the actual data being referred to. If it all looks fine Click on Post Data to Production.



Then click on the button under Post Data to Production, which is Return to Batch Processing.

AQS [Window Title]

Action Help Session Admin Retrieval Maintenance Critical Rev Certification Batch Correct

Batch Process (Region 1 Boston)

Refresh CDX

Files from CDX ready to Load:

File Date	File Name	Status

Refresh

Session Date	Oracle User Id	Session Status	Job Type	File Name
20070123 14:19	GWA	COMPLETED	post	
20070123 14:18	GWA	COMPLETED	ST_TABLES	
20070123 14:15	GWA	ERROR	ST_TABLES	
20070123 13:51	GWA	COMPLETED	POST	
20070123 13:49	GWA	COMPLETED	CRST	
20070123 13:46	GWA	ERROR	ST_TABLES	

Refresh

Cancel Session

Batch Jobs

CDX Load File Submit Correct Data Stats CR Post

Batch Reports

Edit Load Summary Edit Error Details Scan Report Stat Evaluation Raw Data Inventory

Date of File uploaded through CDX

Record: 1/1 ... <OSC>

With any luck, the Session Status will say completed, and your data will have been entered into AQS.

If you have any problems getting any of this to work, don't hesitate to call your Tribal, State or Regional AQS Representative with questions, or of course, the help desk, At 1-866-411-4372.

If you notice any improvements or changes in process that this document does not address, please email me, at McDougall.Wendy@EPA.GOV